

# Application Manual - YUFE Bachelor Programme

08/04/2025

Dear students,

Thank you for your interest in YUFE's Joint Bachelor programme in Urban Sustainability Studies. We would like to guide you through the steps to apply for this joint programme.

The university at which you wish to begin your YUFE Bachelor will provide detailed information about the application process. This will include registration with the YUFE Virtual Campus, the university you have chosen, and, in some cases, a national study registration system.

Once you have gone through the instructions, you can start your application on the [YUFE Virtual Campus](#).

Please follow the instructions as described below when starting the application in the YUFE Virtual Campus.

## Step 1: Choose one of the 7 partner universities to start your degree.

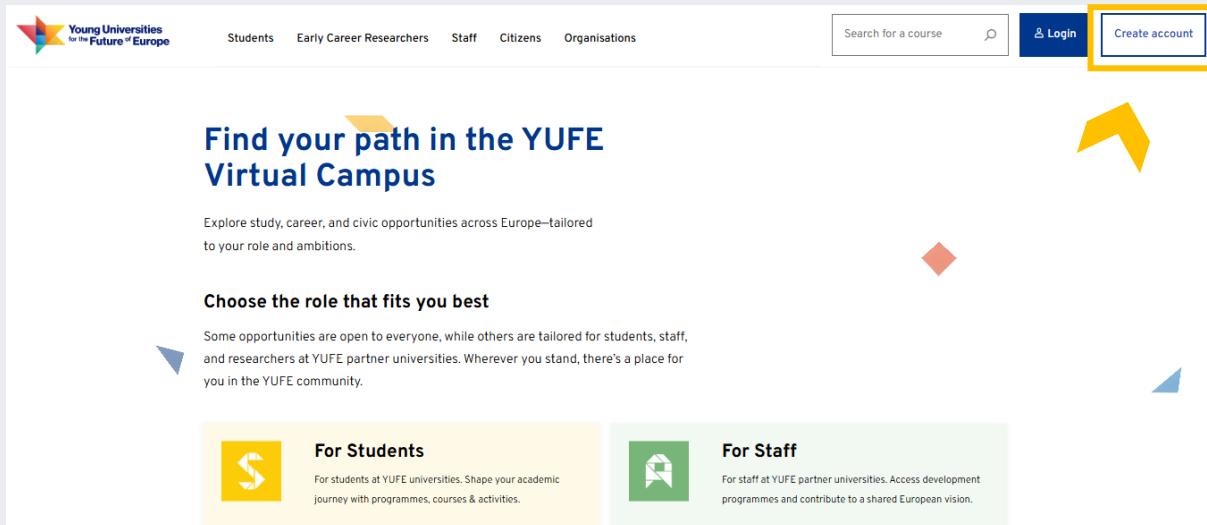
You can choose to start your YUFE Bachelor at one of the following starting universities:

- [Maastricht University, Maastricht, The Netherlands](#)
- [Nicolaus Copernicus University, Toruń, Poland](#)
- [University Carlos III of Madrid, Madrid, Spain](#)
- [University of Eastern Finland, Joensuu, Finland](#)
- [University of Essex, Essex, United Kingdom](#)
- [University of Rijeka, Rijeka, Croatia](#)
- [University of Antwerp, Antwerp, Belgium](#)

Visit the university website and find out about all the details. Make sure to carefully read the instructions from the starting university you are interested in. Keep in mind that each of the 7 starting universities have their own application deadline, so be sure to check their website and submit your application before the deadline.

## Step 2a: Create an account on the YUFE Virtual Campus

Go to the YUFE Virtual Campus ([virtualcampus.yufe.eu](https://virtualcampus.yufe.eu)) and click on 'create an account'. Fill in your first name and last name and your email address and tick the box 'prospective student'.



**Find your path in the YUFE Virtual Campus**

Explore study, career, and civic opportunities across Europe—tailored to your role and ambitions.

**Choose the role that fits you best**

Some opportunities are open to everyone, while others are tailored for students, staff, and researchers at YUFE partner universities. Wherever you stand, there's a place for you in the YUFE community.



**For Students**  
For students at YUFE universities. Shape your academic journey with programmes, courses & activities.



**For Staff**  
For staff at YUFE partner universities. Access development programmes and contribute to a shared European vision.

## Step 2b: Fill out and submit your Application form

Once you created your account, you can go to the Bachelor section of the YUFE Virtual Campus [YUFE - Bachelor](#) and start with your application. Here you will also choose the starting university you are interested in.

Some important things to keep in mind:

\*You can also indicate up to 2 alternative starting universities in the Virtual Campus application form, if you're considering them as your starting university.

\*As part of the application process, along with submitting the necessary documents for admission and selecting your starting university, you will also be asked to explain why you are interested in YUFE's Joint Bachelor. This will help us see that you understand this programme gives you more freedom and flexibility to study at multiple universities, way beyond what a regular Bachelor's Programme offers.

In addition, your answers will also be used in case we need to select students for a specific starting university. The questions you will need to answer are part of the application form on the YUFE Virtual Campus (max. 700 characters per answer).

You will be asked about how you adapt to new cultures and travel, your experience working with others to solve problems, your goals for the programme, and your academic and career plans.

\*If you need to upload certain documents at a later stage, make sure to send in your application first and upload the documents later. Always make sure to attach all required documents before the indicated application deadline of the starting university of your interest.

\*Please note that you can send in only one application. Application forms in the Virtual Campus cannot be edited after submission.

### Step 3a: Eligibility check – evaluation of documents

Once you have submitted your application, the university you have selected as your first preference will review whether you meet the eligibility criteria for the YUFE Bachelor, as outlined on their website. The process might take some time, so please be patient.

The admission team might contact you, in case some of your educational documents need clarification. They will assess the eligibility and authenticity of educational certificates and documentation for language proficiency for all applicants. If you are proving your language skills with previous education completed in English, please make sure to medium of instruction (being English) is clearly explained on your documents. Only applicants with documents from Australia, English-speaking Canada, Ireland, New Zealand, the United Kingdom and/or the United States of America are exempted from providing an additional proof of language proficiency.

### Step 3b: Confirmation of Eligibility

Once your application status changes you will receive an email. You can also check your status by logging in onto the Virtual Campus, under 'my profile' section, then the "Application from YUFE Bachelor" tab

If you meet the eligibility criteria, please note that this confirms your eligibility, but it is not an offer of admission. Meeting the eligibility requirements allows you to move forward to the next steps of the admission process, which may include a selection procedure.

## Step 4: Admission

Some of the universities where you can start your YUFE Bachelor with have limited seats available and will have to do a selection of eligible applicants. This will be done based on the answers provided to the motivational questions in the application form.

Please be aware that the student selection begins only after the application period for your chosen starting university has closed; admittance is not based on rolling admission.

## Step 5: Tuition Fees

Once accepted, you will receive an email with further information. You might need to pay tuition fee and register with a national registration system and/or finalize your registration with your starting university. Accepted students are also usually required to verify their certificates/ diplomas.

## Contact information

In case you have any questions, you can always reach out to the YUFE's Admission contacts at the 7 starting universities. Are you in need of disability support? Don't hesitate to get in touch with the YUFE team in your starting university.

- Maastricht University: [yufe-admission@maastrichtuniversity.nl](mailto:yufe-admission@maastrichtuniversity.nl)
- University of Antwerp: [yufeadmissions@uantwerp.be](mailto:yufeadmissions@uantwerp.be)
- Nicolaus Copernicus University in Toruń: [admission\\_yufe@umk.pl](mailto:admission_yufe@umk.pl)
- University of Eastern Finland: [yufe.bachelors@uef.fi](mailto:yufe.bachelors@uef.fi)
- University Carlos III of Madrid: [admission.yufe@uc3m.es](mailto:admission.yufe@uc3m.es)
- University of Rijeka: [admission.yufe@uniri.hr](mailto:admission.yufe@uniri.hr)
- University of Essex: [yufestudentmobility@essex.ac.uk](mailto:yufestudentmobility@essex.ac.uk)